

**Finance Committee**  
**May 5, 2008**  
**5:45 PM**  
**Minutes**

**Call to order:** Chairman Deeds called the meeting to order at 5:50pm

**Roll Call:** Present for roll call was Mr. Deeds, Mr. Paini, Mr. Jarvis and Ms. Mershon.  
Also in attendance: Mayor Ebert, Nanisa Osborn (Finance Director) and Christopher Strayer (Development Director).

**Pended Items:**

**04-08 Bed Tax Grant Applications - Please see separate book with applications and summary. Action Needed: Determine Grant Amounts forward to Council**

Mr. Deeds stated that Ms. Osborn is recommending to fund the Human Services Position out of the General Fund, adjust the Historical Society's request to \$5000 and to go ahead with The American Cancer Relay for Life request of \$1500.

Mrs. Mershon asked to clarify that the Human Resources Person gets \$21,740 in addition to the grant for which she is asking. Mr. Deeds stated that, yes that is the case.

Mrs. Mershon asked what her salary will be. Mr. Deeds stated that it appears to be \$17/ hour and she has been working 52 hours / week.

Mr. Jarvis asked who that position would answer to. Ms. Osborn stated that there is a Human Services Board, on which Mrs. Weiser and Mr. Donahue serve.

Mrs. Mershon asked if this will be taken out of the General Fund every year. Ms. Osborn proposes creating a line item for this specifically and as we make the leap to becoming a city, this will fall under the outreach programs that we are required to do by law.

Mr. Jarvis moved to accept the recommendations of the Finance Director with regards to the Bed Tax Grants for 2008. Mr. Paini seconded the motion.

**VOTE: AYES: Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**  
**NAYS:**  
Motion carried.

Mr. Deeds asked if there is a proposal to fund Football for Food. Their request of \$1500 will put the total granted at \$12,750.00.

Mr. Jarvis moved to approve grant request for Football for Food for \$1500. Motion was seconded by Mr. Paini.

Mr. Jarvis asked if there were a positive balance in the Bed Tax Fund at the end of the year, will that carry over? Is there the option of reimbursing the General Fund?

Ms. Osborn stated that if there is a positive balance, you can spend it or hold it until you find a cause you deem worthy.

Mrs. Mershon stated that she would rather try to save any positive balance for a rainy day fund instead of spending it.

Mr. Paini asked if there was a drop-off in number of requests due to the earlier application deadline. Ms. Osborn stated that some organizations that made requests last year, did not come back with a request this year, but some organizations made requests that have never put in applications before. In the end, it all seemed to balance out.

**VOTE:**       **AYES:**       **Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**  
                  **NAYS:**  
                  Motion carried.

#### **04-14           Creation of CRA (Community Reinvestment Area) for the Waterloo-Cemetery Area**

Mr. Strayer spoke of a handout/map that he distributed to the Committee members.

Mr. Jarvis clarified that this was for offering incentives to anyone wanting to develop or redevelop any property within the CRA, so long as it is office space.

Mr. Strayer further clarified that the developer can develop the property into anything providing it falls under the zoning code, however, only office space would be eligible for the CRA abatement.

Mr. Strayer will get together with Mr. Hollins, speak to the School Board and come back with some percentage scenarios for the abatement.

Mrs. Mershon moved to approve the minutes from the April 7<sup>th</sup>, 2008 meeting. Motion seconded by Mr. Jarvis.

Mr. Deeds wanted to adjust the statement that says "\$45K is collected and \$30K goes to the City". It should read that the \$30K goes to the Convention and Visitors Bureau.

**VOTE:**       **AYES:**       **Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**  
**NAYS:**  
Motion carried.

**New Items for Discussion**

05-15           Amendment to the Appropriation Ordinance 77-07 – Amendment #1

Ms. Osborn clarified the requested appropriations via a handout...

\$220   A1-1-D-230   Franklin/Fairfield County EMA   - The appropriation for this account is always based on the estimates provided by these offices. However, when the expense is deducted from our Real Estate Settlement the actual costs are deducted. This year our appropriation was short.

\$15,000   A1-3-B-250-3   Interurban –A purchase order was not done at the end of 2007 to set these funds aside from that budget for the purchase of the additional portion of the building. Therefore, we are asking Council to appropriate the funds for the repairs required as a part of the closing for the purchase of the additional portion of the structure.

\$5,898.00   A1-7-A-232       County Taxes   - When we are given park land then we are responsible for making the tax payments for at least the first year of ownership. The additional funds were not put in the appropriations for the parkland donated by Dominion in 2007.

\$8,000.00   A1-7-E-230-1       L/B Utilities Town Hall – Additional funds are needed to meet the higher than normal utility bills for this structure.

\$10,000.00   A1-7-E-231   L/B Contract Services – Several of the maintenance contracts for the various village structures increased this year which requires the adjustment in the contract services account.

\$600.00   A1-7-F-230   Tax Del/Land Adv   - Advertising by the County for Delinquent Taxes. Costs are deducted directly from the Real Estate Tax Settlement and higher than normal this year.

\$1200.00   A1-7-F-231   Election Expense   - Election expenses are deducted directly from the Real Estate Tax Settlement and were higher than estimated for the 2007 elections.

\$14,010.00 A1-2-D-230 CW Human Services – Grant for a portion of the costs for the coordinator.

\$14,020.96 E2-5-I-271 Debt Services – Debt payments increased on a sliding scale for 2008 and I neglected to use the correct debt payment numbers in the 2008 appropriations.

\$25,000.00 E2-5-C-230 Pumping Lab Additional funds for hauling sludge due to high water volumes this spring.

\$400,000.00 E2-5-C-250 Pumping Capital Funds for the purchase of the sludge press, auger, and associated building based on the estimate provided by the engineer.

They believe that once this system is in place, the sludge costs will go down significantly from the \$100,000 a year that is currently.

Mr. Deeds asked for the total of all the appropriations. Ms. Osborn stated it was \$54,928 from the General Fund, \$439,020.96 from Sewer Fund and \$10,000 in Bed Tax.

Mrs. Mershon asked if additional employees would be needed for the sludge press. Ms. Osborn stated that they do not believe so at this time.

Mr. Jarvis added that he believes the numbers for the sludge press are actually better than Ms. Osborn projected.

Mrs. Mershon asked how reliable the equipment is. Ms. Osborn stated that there are very few parts to go bad. It will be very reliable. Mr. Peoples and Mr. Smith have traveled to other communities and seen this system in operation.

Mr. Jarvis asked if it will be considered a toxic material at the end of the process. Ms. Osborn stated it will be tested to make that determination.

Mr. Jarvis moved to take recommended appropriations to full council. Mrs. Mershon seconded the motion.

**VOTE: AYES: Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**

**NAYS:**

Motion carried.

Mrs. Mershon will sponsor this.

05-16 An Ordinance to establish the rates to be charged for concession food and drinks at the Municipal Swimming Pool

It has been a long time since the rates have been changed. They are recommending a change in the price for pretzels, nachos & cheese, orange sherbet, strawberry shortcake, cotton candy and slushies.

Mr. Deeds asked if this was a money-maker. Ms. Osborn stated that it does not make money. The pool, as a whole, broke even last year. Ms. Osborn reminded that the tax is built into the price of each item.

Mrs. Mershon moved to take this to full council. Mr. Jarvis seconded the motion.

**VOTE:           AYES:           Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**

**NAYS:**

Motion carried.

Mrs. Mershon will sponsor the legislation.

05-17           Greenfield Development TIF

Ms. Osborn stated that we are in negotiations with Greenfield Development with regards to the TIF and appropriate uses for the TIF money. The TIF was set up as a non-school TIF and it is clear that it is to stay that way. The parcels that will be taxable are the medical offices which are included in phases 1 and 2 of this project. The non-profit parcels will not be taxed. Negotiations are ongoing at this time.

### **Development Director's Report:**

The TIRC meetings for Franklin and Fairfield County are set for June 5<sup>th</sup>. Fairfield is at 10am and Franklin is set for 11am.

1315 E Waterloo is going through the permit process. The old gas station at the corner of Waterloo and Washington is also going through the building dept process to become a Wellness Clinic type office.

No news on the Marathon station at this time.

Three companies are left in the retention and expansion interview process, and then Mr. Strayer will start on the smaller companies.

CWICC has met with Mr. Strayer twice in the last couple weeks.

KCDG , the retail development across from the industrial park, is in the Planning Commission. Their traffic study has been submitted and will be looked over by our engineers and reviewed internally.

Meeting on the JEDD was on April 30<sup>th</sup> and some proposed changes to the document were discussed.

Buxton study is complete and the information is in Mr. Strayer's hands. He is gearing up for the ICSC Spring Conference in a couple weeks.

**Finance Director's Report:**

Work is beginning on the 2009 budget, so if there are budget items that you want included, they must be to Ms. Osborn by the end of May.

Work on the Interurban building is moving forward.

We have approved the first set of Peddler and Solicitor's licenses. Approved solicitors will have a laminated badge.

**Other Business:**

Mrs. Mershon moved to adjourn this meeting of the finance committee and was seconded by Mr. Paini.

**VOTE:**        **AYES:**        **Ms. Mershon, Mr. Deeds, Mr. Jarvis, Mr. Paini**  
                 **NAYS:**  
                 Motion carried.

Meeting adjourned at 6:45P.M.